

**Communication Action Team**  
**Meeting Notes**  
**August 11, 2004**

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**Attendance** Kim Avery, Julie LeBlanc, Bobbie Tisdale, Tandy Bindinger, Earl Whitlock, Sara Smith, and special guest Bob Parsons, MDOT Planning

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**Meeting Overview**  
*(25 words or less)* Bob Parson, MDOT, talked to the team about the State Long Range Plan and State Transportation Improvement Plan Public Involvement Plans. Team reviewed the brainstorm ideas around the implementation plans that were developed at the last meeting. Team Leaders of the Action Plans gave their progress report of the Implementation Tasks. Still looking to improve attendance and participation at these meetings.

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**Meeting Notes**

1. Bob Parsons shared the State Long Range plan and the State Transportation Improvement Program with the team. The Public Involvement Plan is a piece of those plans.
2. The Team Leaders shared there ideas of tasks for each Action Item.
3. More ideas were brainstormed and added to the Implementation Plan.
4. Action Items were discussed and determined.
5. Next meeting dates were determined.

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**Action Items**

1. Review Implementation Plans and make any recommendations at the next meeting.
2. Bring a list of 5-10 Key Transportation Stakeholders
3. Bring a list of 5-10 Key Transportation Champions (Organization or people)
4. Kim will combine Action Item 3, 5, & 6 into one cohesive sentence.
5. Sara Smith will send the information to Vicki Kovari, MOSES, for her feedback and comments.
6. Bobbi Tisdale will get copies of the 5 year and 10 year plan to all team members.
7. Bob Parsons will send the team a draft of the new MDOT Public Involvement Plan when it becomes available. The team will provide feedback on the document.

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**Proposed Agenda Topics For Next Meeting**

1. Review Action Items (Team Leaders will report out on their progress)
2. Brainstorm additional tasks
3. Review additional members
4. Future meeting dates
5. Next steps

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**Next Meeting  
Dates**

1. Thursday, September 2, 2004  
9:30am – 2:00pm, Brighton TSC, 10321 East Grand River, Brighton, MI
2. Thursday, September 16, 2004  
9:30am – 2:00pm, Brighton TSC, 10321 East Grand River, Brighton, MI